

Job Posting
Senior Care Options/One Care Program Manager

HESSCO Elder Services, Inc. has a full-time position available for a Senior Care Options (SCO)/One Care Program Manager. SCO is a comprehensive health plan that offers older adults the opportunity to receive quality health care by combining health services with social support services.

HESSCO is an Affirmative Action/Equal Opportunity Employer and encourages all qualified candidates from diverse backgrounds to apply.

The SCO/One Care Program Manager will assess, plan, implement and evaluate all functions of the department and ensure that assigned programs adhere to established schedules, specifications, and budgets. The Program Manager directs the activities and provides guidance related to the day-to-day operation of the SCO/One Care functions within HESSCO, with direct responsibility for supervising the SCO/Once Care team.

Job Duties/Responsibilities:

Provide direct supervision, direct and coordinate the overall activities of the SCO/One Care department which includes but is not limited to reviewing caseloads, and disseminating workload activities. Provide support/guidance to ensure program compliance, meet program objectives, and department goals while promoting a positive, team focused work environment. Conduct regularly scheduled supervisory meetings with direct reports, attend other applicable department, State or agency meetings or trainings.

Qualifications:

- Bachelor's degree in human services, social work or a related field required.
- At least two (2) years of related experience required, preferably in SCO/One Care or case management with older adults.
- Strong supervisory and leadership skills.
- Strong work ethic with a high level of integrity, good interpersonal and consumer service skills.
- Ability to communicate effectively, in writing and verbal.
- Solid computer skills and proficient with Microsoft Office Suite or related software.
- Strong analytical and problem-solving skills.
- A valid driver's license, with access to reliable transportation for travel required.
- Access to secure high-speed internet connection required.

Benefits which begin on first day of employment and include the accrual of two weeks' vacation and 15 sick days first year, 3 personal days, 12 holidays, health and dental insurance, life and long-term disability insurance, 403(b) retirement plan and pre-tax deductions.

Please email cover letter and resume to nrichendollar@hessco.org.

HESSCO Elder Services
545 South Street
Walpole, MA 02021

2/10/23